



City of South Bend

Vacancy Announcement

Post Date: Thursday, May 29, 2014

Closing Date: Until filled

SYSTEMS SPECIALIST IV – SCADA

Category: Full Time/Exempt/Non-Bargaining

Department: Public Works/Waterworks/Environmental Services

Reports To: Director SCADA Information Systems

Shift: Monday-Friday, 8 hours between 7:00 am-5:00 pm. 24-hour emergency on-call.

Pay Rate: Up to \$62,432

Position: **SUMMARY**

Assists the Director of SCADA Information Systems to manage and maintain Water and Wastewater SCADA information systems. This Person ensures that the SCADA equipment is being maintained so that the NPDES Permit, EPA, and IDEM regulatory requirements and standards are consistently met for operating a water & wastewater treatment plant. This position entails a high degree of professionalism, independent judgment, and the overall ability to work with staff operations and maintenance within the divisions. The SCADA Systems Specialist must assist the Water & Wastewater department as a management team player to be a leader in efficiency, accountability standards, and continuous improvement concepts.

SUPERVISION EXERCISED

Not applicable.

ESSENTIAL DUTIES AND RESPONSIBILITIES

This list represents the types of duties required by the position. Other duties may be assigned as reasonably expected.

Performs duties related to the City's SCADA Information Systems as directed including:

- Manages and maintains the computer systems and software for the Lift stations, CSOs, Wastewater Treatment Plant, & Water Works SCADA systems
- Manages and maintains the SCADA Historians for Wastewater Treatment Plant & Water Works
- Manages and maintains the computer systems and software for the mobile workforce
- Manages and maintains the Ethernet and Data Highway+ network systems for the Wastewater Treatment Plant and Water Works SCADA systems
- Manages and maintains Water Works VES network
- Manages and maintains security systems to protect the SCADA system

- Troubleshoots and repairs Operating Systems and Application Software as required
- Trains Division personnel in the proper use of information systems
- Manages and maintains City Network for the Division. Performs system backups, troubleshoots system and repairs corrupt files, documents all changes, problems, and resolutions pertaining to the systems
- Acts as division liaison with other City Departments regarding computer matters. Ensures that City computer policies are followed
- Performs logic programming on SCADA system PLCs where necessary
- Must interact with coworkers and the public with tact and diplomacy
- Manages projects and performs other duties as determined by the Director

NON-ESSENTIAL DUTIES AND RESPONSIBILITIES

- Performs other duties and assume other responsibilities as apparent or as delegated.

QUALIFICATIONS

To perform this position successfully, an individual must be able to perform each essential duty in a satisfactory manner. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE

- A four year college degree in information systems or related field
- At least four years' work experience in similar position

KNOWLEDGE, SKILLS AND ABILITIES PREFERRED

- Candidates with knowledge and experience in Windows XP/7, Windows Server 2003/2008, SQL Server 2005/2008, VMWare vSphere, and Rockwell Automation RSVIEW32/RSLink/RSLogix 500/RSLogix 5000/FactoryTalk Historian will be given first consideration.
- Ability to understand and apply programming concepts.
- Ability to write SQL queries.
- Ability to perform a bare metal install of Windows/Linux
- Knowledge of and ability to do use cases.
- Ability and passion to do things utilizing security best practices.
- Willingness to learn new concepts, to adapt to changing trends and business needs, and to present ideas to the director for current and future changes to systems and processes.
- Understanding of the OSI model; preference for the KISS principle.
- Excellent communication and computer skills.

CERTIFICATES, LICENSES, REGISTRATIONS

- Valid Driver's License.

EQUIPMENT

Desktop and laptop computer; landline and cellular; facsimile machine; copier, and scanner.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand, walk; use hands to finger, handle, or feel objects, tools or controls; and reach with hands and arms. The employee must occasionally lift and/or move up to 100 lbs. Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT

Work is performed in a normal office environment, sitting primarily. On occasion it may be required to research information in different areas / buildings. The noise level in the work environment is usually quiet to moderate in the office. Entire office is smoke free.

EQUAL OPPORTUNITY EMPLOYER

All qualified applicants will receive consideration for employment without regards to age, race, color, religion, sex, disability, veteran's status, national origin, genetic information, or sexual orientation. Reasonable accommodations for persons with a known disabling condition will be considered in accordance with State and Federal Law.

TO APPLY

All applications for currently posted positions will be submitted online at www.southbendin.gov or at the City of South Bend Office of Human Resources, 227 W. Jefferson Blvd., 12th Floor, South Bend, IN 46601.

Drug Screen Required